

## Checklist for Packaging and Shipping Diagnostic Specimens June 29, 2005

DOT (49 CFR Parts 171-178) these regulations are similar to the USPS Domestic Mail Manual 8.6 for Diagnostic Specimens, Risk Groups 2 & 3. Use DOT regulations for surface, air and vessel transport (e.g. courier, Fed EX, etc.).

### Primary Receptacle

- ☐ The primary receptacle must be leakproof with a volumetric capacity of not more than 500 ml (16.9 oz), or siftproof with a capacity of not more than 500g (1.1 lbs).
- ☐ Specimen container must be sealed (it is recommended that sturdy tape or parafilm be used if vacutainer seal has been broken or if a screw cap tube is being used), watertight, and cushioned.

### Secondary Container

- ☐ Must be leakproof and siftproof.
- ☐ Adequate absorbent material must be placed between the secondary and primary container in case of leakage. There must be enough absorbent material to absorb the entire contents of the specimen container(s).
- ☐ Add additional cushioning material inside of secondary container to ensure the primary receptacle does not break.
- ☐ An itemized list of contents or test requisition should be placed outside of the secondary packaging.
- ☐ An International Biohazard symbol is required by the USPS.

### Outer Package

- ☐ Outer package for liquid specimens should not exceed 4L capacity. Outer package for dry specimens should not exceed 4kg (8.8 lbs) capacity.
- ☐ Place the test requisition or itemized list between secondary container and outer packages and cushioning to prevent movement of secondary container.
- ☐ Attach a label on address side of the outer package that states "Diagnostic Specimen."
- ☐ Complete the names and addresses of the shipper and consignee.
- ☐ Attach a UN3373 label to the outside of outer package.

**\*\*\*Note: For shipments by aircraft, primary receptacle or secondary packaging must be capable of withstanding a minimum of kPa (14 psi) of pressure and a temperature range of -40° F to +131°F.**